



**Education & Prevention**

**Grant Program**

# Application

## GRANT PROGRAM EXPLANATION

Virginia ABC's Education and Prevention Grant program will assist community partners in developing and enhancing initiatives related to alcohol education and prevention.

### HOW TO APPLY:

- Complete this application
- Submit your completed application via email to [education@abc.virginia.gov](mailto:education@abc.virginia.gov) by April 25 at 5 p.m.  
***(Incomplete or late applications will not be considered!)***

### ELIGIBILITY:

- Grant requests are limited to a maximum of \$8,000 and approximately eight awardees will be selected each grant cycle.
- Virginia ABC reserves the right to partially fund proposals by funding portions or phases of a proposed program.
- Virginia ABC reserves the right to make no awards, fewer awards, or more awards than expected.
- Programs should be innovative with a long-lasting impact and/or establish and encourage partnerships between organizations.

### FOCUS AREAS:

- Virginia ABC will only consider grant applications for programs that meet one or more of the following priorities:
  - underage drinking prevention
  - social providing or social hosting prevention
  - high-risk drinking prevention

### GRANT CONDITIONS:

- All publicity information, educational material and any other products developed for an awarded program must have prior approval from Virginia ABC.
- Materials must include the following acknowledgement: *This program is made possible through a grant funded by the Virginia Department of Alcoholic Beverage Control. The opinions expressed do not necessarily represent the views of Virginia ABC.*
- Grant recipients must sign and return the Grant Agreement prior to the disbursement of any funds.
- Disbursement will be in two installments, mailed after Award Acceptance is received and after Interim Progress Report is received.

#### Funds may be used for:

- Program planning, development, implementation and coordination
- Instructional materials and supplies
- Guest speakers and presentation fees
- Printing, postage and media services
- Overtime law enforcement efforts
- Purchases of food or beverage
- Incentives for program participants

#### Funds may NOT be used for:

- Personnel salaries, FICA and fringe benefits
- Operating expenses
- Equipment
- Stipends and consultant fees
- Indirect cost or general conference attendance expenditures
- Travel expenses
- Supplies and other expenses not directly related to the project

### Reporting Requirements:

- Awardees are required to report all grant-related activities to Virginia ABC.
- An Interim Progress Report is due via email to [education@abc.virginia.gov](mailto:education@abc.virginia.gov) by December 15 at 5 p.m.
- A Final Progress Report is due via email to [education@abc.virginia.gov](mailto:education@abc.virginia.gov) by June 15 at 5 p.m.
- All reports must be filed using Virginia ABC Education and Prevention Grant Report form (furnished upon grant award).
- Reporting for a previous grant year must be complete to receive a grant in a new cycle.

***(Failure to meet any of the above stipulations may hinder future funding opportunities.)***

### SELECTION CRITERIA:

- Applications will be evaluated by a grant review committee using a specific sequence of selection criteria.
- The point value for each portion of the application is listed in parentheses following the heading.
- Late applications will not be considered!

### NOTIFICATION OF GRANT AWARD:

- Applicants will be notified of grant award or denial via email by May 31.

## ORGANIZATION INFORMATION

10 POINTS

**Organization Name:**

**Organization Address:**

**Organization Phone:**

**Organization Website:**

**Organization Social Media:**

**Organization Mission:**

**Organization Goals:**

**Organization Prevention Priorities:**

**Organization Type:**

- ☐ Coalition  
☐ Faith-based

- ☐ Non-Profit  
☐ School/Educational

- ☐ Law Enforcement  
☐ Other:

## PROJECT COORDINATOR INFORMATION

(THIS IS THE PERSON THAT WILL SERVE AS THE MAIN CONTACT FOR THE DURATION OF THE GRANT CYCLE)

**Name:**

**Title:**

**Address:**

**Phone:**

**Email:**

**Please list any additional key staff involved with this project and their role(s):**

## PROJECT PROPOSAL

30 POINTS

**Project Name:**

**Project Start Date:**

**Project End Date:**

**Requested Amount of Funding:**

**If you are using evidence-based practices within this project, please list the practice(s) that you are using:**

**List all partnering organizations:**

☐ **Attach letters of support from each organization detailing the scope of the collaboration.**  
(Letters of support should be on the partnering organization's letterhead and include signature.)

**Needs Assessment:**

*(Please describe the need for your project and include current data specific to your project.)*

**Project Description:**

*(Please provide an overview of your project from start to finish being sure to explain collaborative efforts and any scheduled activities.)*

**Project Approach:**

*(Granted projects must have a strategic approach. Therefore, please describe your goals, objectives, problem, strategy, target audience, person(s) responsible, start date, and end dates using the guide below. Due to the complex nature of prevention we have provided you space to summarize your project with three goals with each one having three objectives, while each objective should list three problems and their accompanying strategy.)*

**Example:**

<b>Goal #1:</b>	Decrease the use of drugs and the underage use of alcohol amongst high school students in Virginia.				
<b>Objective A:</b>	Create strategic school and community drug and alcohol prevention programming in 80% of Virginia's school districts.				
Problem	Strategy	Target Audience	Person(s) Responsible	Start Date	End Date
Not all school districts have the same resources nor the same baseline information and understanding of drug and alcohol facts and trends.	Educate high school students and the adults that work with them in the school and community on drug and alcohol facts and trends.	High School Student Leaders, High School Staff and Teachers, Community Coalition Staff	Virginia ABC Education and Prevention Staff, Conference Interns	8/15/15	7/20/16
According to Erik Erikson's psychological stages of development, adolescents are in a stage of finding their identity and as such do not like to be forced into any such identity. Therefore, high school students are not as likely to do what they hear is right unless they have tried it or are influenced by others their age.	Teach high school leaders the skills needed to address common issues amongst their peers.	High School Student Leaders (i.e. Club Presidents, Athletes, and Community Coalition volunteers)	Conference Interns	1/15/16	7/20/16
Implementing programming can be difficult and the presence of barriers can cause discouragement.	Assist peer leaders in developing a strategic plan to implement drug and alcohol prevention programming in their school or community.	High School Student Leaders (i.e. Club Presidents, Athletes, and Community Coalition volunteers)	Virginia ABC Education and Prevention Staff, Conference Interns, Youth Staff	7/10/16	7/10/17



Goal #1:					
Objective A:					
Problem	Strategy	Target Audience	Person(s) Responsible	Start Date	End Date

Goal 1... Objective B:					
Problem	Strategy	Target Audience	Person(s) Responsible	Start Date	End Date

Goal 1... Objective C:					
Problem	Strategy	Target Audience	Person(s) Responsible	Start Date	End Date

Goal #2:					
Objective A:					
Problem	Strategy	Target Audience	Person(s) Responsible	Start Date	End Date

Goal 2... Objective B:					
Problem	Strategy	Target Audience	Person(s) Responsible	Start Date	End Date

Goal 2... Objective C:					
Problem	Strategy	Target Audience	Person(s) Responsible	Start Date	End Date

Goal #3:					
Objective A:					
Problem	Strategy	Target Audience	Person(s) Responsible	Start Date	End Date

Goal 3... Objective B:					
Problem	Strategy	Target Audience	Person(s) Responsible	Start Date	End Date



Goal 3... Objective C:					
Problem	Strategy	Target Audience	Person(s) Responsible	Start Date	End Date

## EVALUATION

30 POINTS

### What are the desired outcomes?

*(This should relate back to the needs assessment.)*

### How will this project be evaluated?

*(Please describe what data will be collected, how it will be collected, what tools will be used, the roles, and include natural occurring data sources if available.)*

☐ Attach a copy of the evaluation tool(s) if available.

30 POINTS

[illegible]

**Describe how you will financially sustain this project after this grant cycle is complete:**

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